

## Pandemic Planning Emergency Support Functions (ESF) Considerations

*The Emergency Support Function (ESFs) Annexes are designed to be complementary to the Base Plan, align with the National Response Plan, and identify the functions that may need to be addressed to manage an emergency. The multidisciplinary and cross-agency approach to developing these annexes allows for more complete and coordinated responses in an emergency. This becomes the operational guidance for emergencies, details the concept of operations, and is used by those activated. Each ESF# should be evaluated for thoroughness in light of the needs of an incident appendix (e.g. pandemic).*

ESF	Name	Purpose	Potential Stakeholders	Issues Related to Pandemic Planning
1	Transportation	Coordinates and supports all ground movement of personnel, volunteers, students, families, supplies and equipment in critical incidents.	Warehouse	Who will transport a "sick" child home if parent is unavailable?
			Motor Pool	
			Traffic Education	
			Public Transit and Taxis	
2	Communications and Technology Services	Ensures the provision of school, district, school community and inter-agency communications during the response and recovery efforts. This includes cyber-communications, radio and telecommunications.	Information Management	What technology positions are considered essential?
			Archives	
			Telecommunications	
			Public Works	
			Instructional Broadcast	
3	Public Works and Engineering	Coordinates and organizes the capabilities and resources for the district and community to facilitate the delivery of engineering expertise, construction management, technical assistance and other services	Maintenance	Who will clean the school if used as a hospital?
			Custodial/Grounds	
			Work Control	
			Public Works	
			Facilities Planning	
4	Fire Fighting	Enables the detection and suppression of fires resulting from or occurring coincidentally with a critical incident	Custodial/Grounds	No relevant pandemic planning issue.
			Fire Department	
			Risk Management	
			Information Management	
			Safety and Security	
5	Emergency Management	Support of district and multi-agency planning and coordination for emergency operations.	Operations Division	Who will develop the Incident Category Appendix?
			Office of Emergency Management	
			Safety and Security	

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6	<b>Mass Care, Community Sheltering and Human Services</b>	Supports local efforts to address the non-medical mass care and human services needs of individuals impacted by critical incidents.	Red Cross	<i>How will a school be used as a shelter?</i>
			Maintenance	
			DSHS	
			Housing, Parks & Recreation	
			Custodial Services	
7	<b>Resource Support</b>	Assists the district and schools with identifying, prioritizing, and funding emergency resources prior to, during and after critical incidents.	Budget/Accounting/Purchasing	<i>How will the supply chain be maintained?</i>
			Human Resources	
			Child Nutrition	
			Warehouse	
			Risk Management	
8	<b>Public Health and Medical Services</b>	Provides case finding and services to meet the public health and first aid needs of victims in critical incidents.	Health Education	<i>What is the plan for surveillance during the reopening of school?</i>
			Counselors	
			Intervention Specialists	
			Nurses	
			Risk Management	
9	<b>Urban Search and Rescue</b>	Trains staff on SAR and coordinates with components of the local and National USAR System for actual critical incidents from collapsed structures.	Maintenance	<i>No relevant pandemic planning issue.</i>
			Instructional Directors	
			Custodial Services	
			Fire Department	
			Health Services	
10	<b>Oil and Hazardous Materials Response</b>	Provides support in response to actual or potential oil or hazmat on land or sea.	Custodial/Grounds	<i>How will infectious materials be disposed?</i>
			Maintenance	
			Fire Department	
			Public Utilities	
			Environmental Health	
11	<b>Agriculture and Natural Resources</b>	Provides nutritional assistance, assures food safety and security for school community and coordinates with USDA jurisdictions and authorities.	Custodial Services	<i>How will the school lunch program be implemented?</i>
			Child Nutrition	
			Budget	
			Accounting	

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12	Energy	Restores or supports restoration of damaged energy systems and components and coordinates or provides interim energy sources during critical incidents.	Architect/Builders	Who maintains the energy or HVAC system during a pandemic? Is this an essential function?
			Custodial / Grounds	
			Public Works	
			Budget	
13	Public Safety and Security	Integrates local public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual critical incidents	Police Department	What type of security is planned if schools are used as a mass care site?
			Safety and Security	
			Fire Department	
			Athletics	
14	Long Term Recovery	Provides a framework for support to schools and programs to enable schools, the district and the school community to recover from long-term from disasters	Budget/Accounting	How many days would it take to resume schools after a Category 5 pandemic had cancelled classes for three months?
			Counselors/Nurses	
			Human Resources	
			Employee Assistance	
			Transportation	
			Facilities/Enrollment Planning	
15	External Affairs	Ensures that sufficient assets are deployed to schools, programs and central administration during incidents requiring coordinated and timely information to affected audiences, including local government, media and the school community.	Bilingual	How will schools communicate with parents when schools will reopen?
			Safety and Security	
			Instructional Broadcast	
			Information Technology	
			PIOs	
16	Learning and Teaching	Supports and facilitates district and school planning to ensure a continuity of learning and teaching during and after critical incidents.	Bilingual	What factors will determine whether your district will modify the school calendar or provide distance learning?
			Special Education	
			Instructional Directors	
			Professional Development	
			Information Management	
			Grade-level Experts	